

# Montana DPHHS Emergency Response Worksheet

Name of Facility: \_\_\_\_\_ VFC ID: \_\_\_\_\_ Date: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**What to do in case of a power failure or another event which results in vaccine storage outside of the recommended temperature range.**

1. Do not use the possibly spoiled vaccine.
2. Notify the clinic's designated Vaccine Coordinator and, if needed, the alternate.
3. Place the vaccine into a bag and mark it "DO NOT USE."
4. Place the bag in a working refrigerator/freezer.
5. Contact the MT Immunization Program at 444-5580. The MT Immunization Program will advise the clinic on the next steps.
6. Document the actions taken on a Vaccine Storage Troubleshooting Record.

## Vaccines Stored in Refrigerator

Vaccine	Manufacturer and lot #	Expiration Date	# of doses	Circumstances (what happened)

## Vaccines Stored in Freezer

Vaccine	Manufacturer and lot #	Expiration Date	# of doses	Circumstances (what happened)

### Record this information:

Last known temperature of the refrigerator: \_\_\_\_\_ Last known temperature of the freezer: \_\_\_\_\_

Current temperature of the refrigerator: \_\_\_\_\_ Current temperature of the freezer: \_\_\_\_\_

How long were vaccines out of the recommended temperature range: \_\_\_\_\_

Air temperature of room where refrigerator is located: \_\_\_\_\_

**Never discard questionable vaccine. Always call the MT Immunization Program first.**